2009-2010

Priority 3: Previous Recipients

Scholarship Application

Community Scholarship Matching Grant Program

Higher Education Coordinating Board 917 Lakeridge Way P.O. Box 43430 Olympia, Washington 98504 360 -753 -7846

Deadline: April 15, 2010



PREVIOUS RECIPIENT MATCHING GRANT PROGRAM GUIDELINES

INTRODUCTION AND PURPOSE

The state-funded Community Scholarship Matching Grant Program (CSMS) provides \$2,000 matching awards as an incentive for non-profit, community-based organizations to raise local dollars for college student scholarships. Your organization previously received a Washington State Community Scholarship Matching Grant. In an effort to encourage continued scholarship fundraising, your organization may apply to receive another matching grant. The process is similar to the one you have already completed. Funds are extremely limited and applications will be considered on a first-come, first-served basis after the other priority groups are awarded, after the April 15, 2010 deadline. To improve the likelihood of receiving the grant, you may want to consider requesting a Priority Two Application and place money into a permanent, irrevocable endowment.

The grants are expected to encourage community support for higher education and are an expression of the state's interest in supporting local scholarship fundraising efforts. The matching grant encourages communities to raise money for scholarships. This creates opportunities for local residents to serve their communities in a way that benefits young people, who are just beginning their adult lives; and the many adults in the community who, are re-entering the education system. A local community scholarship also provides a vehicle for local residents who want to give money to the community.

Dollars for Scholars® is a national program of *Scholarship America*, the nation's largest non-profit private sector scholarship and educational support organization. The staff members of Northwest Dollars for Scholars have provided resource material, technical support and on-site assistance to over 280 Washington and Oregon communities that were interested in forming local scholarship foundations. Legislative preference for CSMG awards is given to organizations that affiliate and are in good standing with Northwest Dollars for Scholars.

PRIORITIES FOR THE 2009-2010 YEAR

The Higher Education Coordinating Board has established three priority groups. Filling out this application qualifies the organization for consideration as a **Priority Three** group.

Priority One

Eligible organizations that have not previously received the matching grant.

Priority Two

Previous recipients of the matching grant who have raised additional dollars for a scholarship endowment fund.

Priority Three

Previous recipients of the matching grant who have raised additional dollars for student scholarships.

Eligible Organizations

To be eligible for a matching grant, your organization must:

- Have previously received a Community Scholarship Matching Grant from the Higher Education Coordinating Board.
- Have raised at least \$2,000 for student scholarships between April 1, 2009 and April 15, 2010. (All
 funds must have been raised at the time application is submitted.) Funds raised do not include
 endowment or other investment interest.
- Have maintained tax-exempt status under section 501(c)(3) of the Internal Revenue Service Code.
- Award student scholarships without regard to age, sex, marital status, race, creed, color, religion, national origin, or the presence of any mental, sensory, or physical handicaps.

Application and Selection Procedures

Organizations will be selected on a first-come, first-served basis after all priority 1 and 2's have been awarded. Legislative preference is given to organizations affiliated with Dollars for Scholars.

In addition to the completed application, please include:

• Copies of bank statements or other dated documents verifying a minimum of \$2,000 raised for student scholarships between April 1, 2009 and the completion of the application.

The organization must certify on the completed application form that the following items have not substantially changed since the state awarded the original matching grant:

- Organization's approved by-laws.
- Organization's list of Board members, including names, addresses and occupations.
- Organization's IRS 501(c)(3) tax exemption letter or Scholarship America/CSFA taxexemption letter. (It is the organization's responsibility to document its IRS exemption.)

Note: If these items have changed significantly, the organization will include updated information with the application.

Grant Disbursement and Reporting

The Higher Education Coordinating Board will disburse the \$2,000 matching grants to community-based scholarship organizations after April 15, 2010.

Organizations provided with matching funds are expected to award both their \$2,000 match and the state's \$2,000 grant, for a minimum of \$4,000, during the current academic year for student use in the 2009-10 academic year. The state's share must be awarded to students planning to enroll in higher education institutions *in Washington*.

The Higher Education Coordinating Board will include an award report form when it disburses the matching grant. Complete and return the report to the Board by June 18, 2010. The report will document the scholarships awarded to students from both the state grant and the community organization's match.

STATE OF WASHINGTON COMMUNITY SCHOLARSHIP MATCHING GRANT APPLICATION

Please type or print neatly in ink

PRIORITY THREE PREVIOUS RECIPIENT ORGANIZATIONS 2009 - 2010

| Contact Person | E-mail | Pl | none |
|--|---------------|------------|------------|
| Contact Person Mailing Address | City | State | Zip |
| Official Name of Organization | | EIN or Fed | ID# |
| | | | |
| Official Street Address of Organization | City | State | Zip |
| Selected Officers: President | Phone (Home) | | one (Work) |
| rtesident | r none (nome) | ΓIJ | one (work) |
| Street Address | City | State | Zip |
| Treasurer | Phone (Home) | Ph | one (Work) |
| Street Address | City | State | Zip |
| Updated Statement of Organization Purpose: | | | |
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| | Activity | <u>Date</u> | | Amount | | |
|-----|--|---|---|------------------------------|----------------------------------|----------------------|
| | | | | | | |
| 8. | Were any of these fundraising activities con If yes, explain the extent: | | | | [] No | |
| 9. | Attach copies of bank statements or other April 1, 2009. Include documentation for fundraising activities describe in #7 above | both beginning and end | | | | |
| 10. | Please certify that the following have not be Check the "no" box if items have not chan you checked the "yes" box, please provide | ged. Check the "yes" b | ox if these items | | | |
| | Official Bylaws List of Board members IRS 501(c)(3) tax-exemption letter or Scho Student scholarship selection methodology | | A tax-exemption l | etter | Yes □ Yes □ Yes □ Yes □ | No 🗆 No 🗅 No 🗅 |
| 11. | I certify that all information contained here organization awards student scholarships was national origin, or the presence of any mer matching grant, my organization will compare the compared to the compar | without regard to age, s ntal, sensory, or physica | ex, marital status, al handicaps. I fu | race, creed rther certify | , color, religion that if provio | on, ded a |
| | Signature of Designated Board Official | | Title | | | |
| | Printed Name | | | | | |
| | Phone Number | | Date | | | |

Send completed application packet to: Community Scholarship Matching Grant Program, Higher Education Coordinating Board, 917 Lakeridge Way, PO Box 43430, Olympia, WA 98504-3430